



CITY OF TYBEE ISLAND
NON-CONVERSION AGREEMENT
FOR CERTAIN STRUCTURES IN THE FLOODPLAIN
403 Butler Avenue, Tybee Island GA 31328
www.cityoftybee.org

This document must be recorded with the property deed with the Clerk of Superior Court of Chatham County. Return copy with the Clerk's "File for Record" stamp
<https://efile.gsccca.org>

Cross reference to Deed Book _____ Page _____

Permit #: _____ Property Owner(s) : _____

Registered Agent or Authorized Signatory: _____

Address: _____ PIN: _____

Legal Description: _____

Base Flood Elevation (BFE): _____ feet Design Flood Elevation (DFE) (BFE + 1 foot): _____ feet (NAVD1988)

Whereas, under the above permit and address within the City of Tybee Island, GA has been issued to construct, improve, or repair the property.

Whereas, the permitted building has the lowest floor elevated above the DFE and the design and construction of the building meets current building code and flood damage prevention ordinance requirements, and

Whereas, as a condition of a Certificate of Occupancy, the owner must agree to not alter the building at a later date so as to violate the City's adopted building code or the Flood Damage Prevention Ordinance of the City of Tybee Island, Georgia, the Property Owner agrees to the following:

1. That the enclosed area below the lowest floor shall be used solely for parking of vehicles, limited storage, or access to the building and will never be used for human habitation without first becoming fully compliant with the flood damage prevention ordinance in effect at the time of conversion.
2. The bottom of the lowest horizontal member supporting the structure and service equipment shall be above the DFE. (VE)
3. That mechanical, electrical, plumbing devices and other equipment that service the building shall not be installed below the DFE.
4. That the walls of the enclosed area below the Design Flood Elevation shall be equipped with at least two vents (flood openings) which permit the automatic entry and exit of floodwater with total openings of at least one square inch for every square foot of enclosed area below flood level. The vents shall be on at least two different walls, and the bottoms of the vents shall be no more than one foot above grade. If located in a V-zone, breakaway walls are required.
5. That the flood openings in the walls of the enclosed area below the lowest floor shall not be blocked, obstructed, or otherwise altered to reduce the size of the openings or restrict the automatic entry and exit of floodwater. Coastal A Zone and V zones breakaway walls shall be maintained and not altered without permitting.
6. That all interior walls, ceilings, and floors below the Design Flood Elevation shall be unfinished or constructed of flood-resistant materials.
7. That any variation in construction or fill, to include concrete, beyond what is permitted shall constitute a violation of this agreement and Flood Damage Prevention Ordinance of the Land Development Code and be abatable as such.
8. That the owner and subsequent owners understand that the City of Tybee Island Flood Administrator or Community Development Director has a right to inspect inside the premises at any time to verify compliance with this agreement.
9. That this Agreement shall be recorded with the deed to the above property so that subsequent owners are made aware of these restrictions.
10. That the requested structure may be subject to increased premium rates for flood insurance available from the National Flood Insurance Program due to its location in a Special Flood Hazard Area.

Signature of Property Owner

Signature of Property Owner

STATE OF GEORGIA)
COUNTY OF CHATHAM)

Subscribed to and sworn before me this _____ day of _____, 20_____.

Notary Public

Witness Signature

My commission expires: